

MINUTES

WEST LAFAYETTE REDEVELOPMENT COMMISSION

609 West Navajo St., West Lafayette, Indiana

Council Chambers

December 16, 2008

The meeting was called to order at 8:33 a.m. Mr. Oates, President of the Redevelopment Commission presided.

Secretary Sorensen called the role.

Present: Steve Curtis, Diane Damico, Larry Oates,
Linda Sorensen, Dottie Rausch, Janet Elmore

Absent: Gary Lehman

Old Business:

Minutes

Mr. Curtis moved to approve the minutes of the November 18, 2008 Redevelopment Commission meeting. Ms. Damico seconded. The minutes were approved as written with a vote 4-0.

Other

There was no further Old Business.

New Business:

Mr. Oates informed the Commission that West Lafayette Community School Corporation Superintendent, Rocky Killion, indicated that the WLCSC will not need any additional loan monies from the West Lafayette Redevelopment Commission. They are hoping to repay the loan before the end of January.

Treasurer's Report

Redevelopment Commission Treasurer Judy Rhodes reviewed the information which was included in the income statements and financial schedules to the Commission. Ms. Rhodes stated that the only income received this month was interest income as illustrated on Schedule A1. Ms. Rhodes explained the process of making Bond payments and replenishing the debt service accounts for the Levee/Village and KCB TIF Districts. The Sagamore TIF District does not have any bonds. To date, no TIF increment has been received. It is anticipated in early 2009.

Ms. Rhodes said the release of the Certified Assessed Valuations for pay-2009 will greatly assist the Commission in making forecasts for the future and create a meaningful anticipated cash flow. Discrepancies in the TIF District boundaries are being addressed and corrected by the Department of Development.

Ms. Damico questioned if businesses can be reassessed. Ms. Rhodes confirmed it is a provision that comes with trending.

Payment of Claims

Ms. Sorensen motioned to approve the payment of claims in the total amount of \$33,826.85. Mr. Curtis seconded.

Mr. Payne explained the claim for H. Stewart Kline & Associates for the design of the new piece of the Wabash Heritage Trail that is funded with the Transportation Enhancement Grant. It is anticipated that the design will be completed and submitted to INDOT by the end of January.

The Kreager Brothers Excavating claim was for the demolition of the Burnham's building. The site has been leveled and the debris removed.

The Light & Breuning, Inc. claim was for one half of the retainage and is the payoff of the original contract for the Wabash Landing Garage Automation Project.

Mr. Gall reviewed his claim for consulting and coordination work on the Phase III Garage Capital Repair contract warranty information and the Garage Automation Project change order. The Phase III contract still has a balance on the purchase order which will remain open for additional work in the elevator lobby area.

The claim from T. J. Gall & Associates was for consulting and coordination services for the bike loops, trash container and landscaping in Chauncey Square Phase II.

The invoice from Mid-America Sports Advantage was for the outfield fence, poles and sleeves for the Pony League field at Cumberland. This completes the project except for the fence installation in spring. The completed project is less than the original appropriation.

The roll call vote:

<u>AYE</u>	<u>NAY</u>
Curtis	
Damico	
Oates	
Sorensen	

The motion to approve the payment of claims in the total amount of \$33,826.85 was approved with a vote of 4-0.

Payment of Sagamore Parkway TIF Claim

At this point, Redevelopment Commission Treasurer Rhodes referred to a claim for the Sagamore Parkway TIF from American Structurepoint, Inc. in the amount of \$9,800.00. Ms. Rhodes stated that at the last meeting, it was the preference of the Commission to return the approval of claims for the Sagamore Parkway TIF to them rather than the Board of Works.

Mr. Oates stated that since the Sagamore TIF had no bond issues, the approval of the Sagamore Parkway TIF claims was delegated to the Board of Works to expedite payment as the Board of Works meets weekly rather than monthly.

Ms. Damico motioned for the West Lafayette Redevelopment Commission to reassume control of the payment of claims out of the Sagamore Parkway TIF District. Ms. Sorensen seconded. The motion passed unanimously 4-0.

Mr. Oates explained the claim from American Structurepoint, Inc. for design and engineering services through October 2008 on the Yeager Road Reconstruction Project in the amount of \$9,800.00. Mr. Buck said the design is primarily focusing on the intersection of Yeager Road and Northwestern Avenue. Utilities and drainage issues are being addressed.

The roll call vote:

<u>AYE</u>	<u>NAY</u>
Curtis	
Damico	
Oates	
Sorensen	

The payment of the American Structurepoint, Inc. claim from the Sagamore Parkway TIF Surplus Fund was approved by the Commission with a vote of 4-0.

Resolution RC 2008-16

Ms. Damico motioned to approve Resolution RC 2008-16 Requesting the Transfer of Funds. Mr. Curtis seconded.

Superintendent of Parks, Joe Payne stated the funds are to be used for a shelter in Tapawingo Park. Copies of the design and quote for the proposed band shelter were distributed. A new access walk would be installed in the future. Improvements to the park have been an ongoing project for the past fifteen years. Mr. Payne elaborated on the

design and size of the shelter. The shelter is designed to withstand high winds and floodwaters.

The transfer is from the Street Resurfacing Account which came in under budget to the Park Improvement Account.

The roll call vote:

<u>AYE</u>	<u>NAY</u>
Curtis	
Damico	
Oates	
Sorensen	

The motion to approve Resolution RC 2008-16 Requesting the Transfer of Funds passed with a vote of 4-0.

Wabash Landing Parking Garage Update

Wendy Watson, Property Manager at Wabash Landing noted that there was some vandalism at the garage which has since been repaired. The individuals involved have been apprehended and are being held financially responsible for the damages. The management company is in the process of comparing this year's financial information with last year's and will make it available to the Commission when it has been completed.

Light & Breuning, Inc. Change Order No. 1

Mr. Gall stated the original appropriation for the Automation Project was \$125,000.00 and it came in under budget. The amount of the Change Order (\$1,715.35) plus the unspent allowances for CCTV, cabling, lighting and signage will cover the cost of 10 additional Merchant Validator Units. This will finish the contract with Light & Breuning, Inc.

Mr. Curtis motioned to approve Change Order No. 1 which adds \$1,715.35 to Purchase Order No. 8680 bringing the total to \$118,453.35. Ms. Damico seconded.

The roll call vote:

<u>AYE</u>	<u>NAY</u>
Curtis	
Damico	
Oates	
Sorensen	

The motion to approve Change Order No. 1 to Purchase Order No. 8680 with Light & Breuning, Inc. passed with a vote of 4-0.

T J Gall & Associates, Inc. Proposal of Project Services

Mr. Gall presented his proposal for project services on the 2009 Final Phase of the Wabash Landing Garage Capital Maintenance Project as recommended by the Carl E. Most Company study. Some work will be required with the Most Company and the Developer to ensure everybody's in agreement with the scope of the final phase. Mr. Gall's services will include developing the scope of the final phase, putting the work out to quotes or bid, and providing that information to the Commission so they can decide how to proceed. The total amount of the proposal is \$3,920.00.

Mr. Oates stated the Commission agreed to make these repairs to the Parking Garage to bring it up to A-1 level. At which time it will be the responsibility of the developer for upkeep and maintenance.

Ms. Damico motioned to approve the Proposal for Project Services with T J Gall & Associates, Inc. for 2009 Final Phase Capital Maintenance in the amount of \$3,920.00. Ms. Sorensen seconded.

The roll call vote:

<u>AYE</u>	<u>NAY</u>
Curtis	
Damico	
Oates	
Sorensen	

The motion passed with a vote of 4-0.

Additional Signage for Automated System

Mr. Gall requested permission to work with Development Director, Chandler Poole to obtain additional signage to instruct Parking Garage users of exit procedures. The funds would come out of the original Automation Project appropriation.

Mr. Curtis motioned to allow Mr. Poole, Director of Development, to take actions on behalf of the Redevelopment Commission for proper signage at the Wabash Landing Parking Garage not to exceed the amount appropriated for the Automation Project. Ms. Damico seconded.

The roll call vote:

AYE

NAY

Curtis
Damico
Oates
Sorensen

Schedule Meeting - January 2, 2009

As required by State statute, a meeting of the Redevelopment Commission was scheduled for January 2, 2009 at 12:15 p.m. in Council Chambers for the administration of oaths and the election of officers.

Other

Mr. Poole will prepare the 2008 Annual Report for the next regular January meeting of the Commission. Treasurer Judy Rhodes, Development Director Poole and Attorney Brooks will prepare a budget for 2009 Redevelopment Commission projects and capital improvements.

Redevelopment Commission President Oates expressed his appreciation to the Commissioners for volunteering their time and effort over the past year. Commissioners also thanked Redevelopment Commission President Oates for his leadership and knowledge.

There was no further new business.

Public Comment

Ms. Damico mentioned that IDEM has several grants available to the City. Grants from 50% - 75% for use of items made recycled products to be used in public display are available.

The Commission confirmed the next meeting:


Friday, January 02, 2009 at 12:15 p.m.

Adjourn

On motion of Mr. Curtis and seconded by Ms. Damico, the meeting adjourned at 9:32 a.m.


Linda M. Sorensen
Recording Secretary

Approved:



Lawrence T. Oates
President

/djg